



# Procurement News – Near and FAR

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## Introduction

Welcome to the Spring 2000 quarterly edition of Treasury's Procurement News - Near and **FAR**. This issue highlights some important articles on Electronic Commerce, Rewarding Contractor Performance, FAR Committee Appointments and much, much more.

Richard Miller will be the editor for the Summer 2000 issue. Please submit articles by the end of August. You may e-mail your articles to [richard.miller@do.treas.gov](mailto:richard.miller@do.treas.gov) . He can also be reached on 202-622-8136.

Please visit the **Office of Procurement Web Site** at <http://www.treas.gov/procurement> We always welcome your comments and suggestions on how the site and the newsletter can better serve you, our customer.

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### **The Director's Corner**

*By Corey Rindner,  
Procurement Executive*

On March 28 and 29, Treasury held a Department-wide procurement conference at the Ronald Reagan International Trade Center. I'm extremely pleased to say that by all accounts, it was a great success! The conference focused on people, technology and methodologies for facing the challenges in our collective future. Over the two days, about 150 people participated in some or all of the sessions held. The high quality of presentations and timely topics, as well as the enthusiasm of the participants, made the conference successful.

We had two major goals going into the conference. One was to foster a greater sense of community among the Treasury bureaus. Based on the hugs, smiles, and hall conversations I witnessed, that goal was most definitely achieved. The second goal was to give contract specialists "tools for their tool kits" in terms of timely, topical information. Attendees represented that this goal was also accomplished.

Equally important was the unanimous vote to hold another conference next year. Planning is already underway; we will use the feedback provided in your evaluations of the conference to attempt to make next year's even bigger and better.

Special thanks go out to Tammie Johnson, Tim Wilson, and Bruce Feirtag from BPD. Tammie handled all the registrations, sign-ins, name tags, and evaluation forms. As the bureaus did everything they could to maximize participation, this was no small feat! Bruce was "drafted on arrival" to help the presenters with their PowerPoint or overhead slide presentations. And Tim, our Master of Ceremonies, kept us on schedule and did a great job. Volunteerism like that helps guarantee success. Also, special thanks to Lou Masciocchi of DO for his help putting everything on the DO web site, including the speakers' presentations and bios. And we can't forget Ronne Rogin from the Office of Procurement who served as overall conference coordinator.

It's not too early to send in suggested topics and/or speakers for next year. This is your conference – the more you participate, the better it will be! Photos from the Conference are on the net. See <http://www.treas.gov/procurement/>

## The EC Corner

By Richard Miller

Want some Computer Based Training (CBT) take courses about IT at your discretion? Try this TreasNet (Treasury Intranet) site: <http://learning.treas.gov> Hundreds available! It covers applications like all those in Microsoft Office Suite 97, 98, etc., as well as more technical IT subjects.

If you want to find almost anything about Electronic Commerce in the federal government, try the Federal EC Program Office site at [www.ec.fed.gov](http://www.ec.fed.gov) If you need expert advice on a topic (probably other than procurement), try one of the following, roughly

in rank order of least cost! (The first is FREE!)  
[www.AskMe.com](http://www.AskMe.com)  
[www.ExpertCentral.com](http://www.ExpertCentral.com)  
[www.EXP.com](http://www.EXP.com)  
[www.Experts.com](http://www.Experts.com)

For those times when you choose not to call your Help Desk, but *really need* application help...try [www.microsoft.com/technet](http://www.microsoft.com/technet) for Microsoft products...or [www.pcsupport.com](http://www.pcsupport.com) for most major application brands.

Save some of your own money! Shop and negotiate for better credit card rates!

<http://www.bog.frb.fed.us/pubs/shop/> How best to shop for the best card deal.

<http://www.bankrate.com> Nationwide comparison of all kinds of financial, banking, mortgage, credit card, etc., rates.

<http://www.cardweb.com/cgi-bin/consumer.pl?/cardtrak/main.html> Excellent place to see all those credit card rates.

NOT a tip, just a fact. In December 1999, Treasury was the 7<sup>th</sup> most popular government Internet site, with IRS coming in 10<sup>th</sup> place!

*Coming Soon!* A Web site customized for Treasury buyers! That's procurement staff *and* purchase card holders. On the Treasury Intranet...accessible by EVERY procurement location in Treasury. Online buying sources: open market and existing contracts. Rules, regs, guidance, and best practices. Highly competitive electronic catalog portals offering millions of products from thousands of vendors. And we'll add anything else that you request and we can find!

*Please...if you have some that you'd like to share...anonymously or by name...send them to [richard.miller@do.treas.gov](mailto:richard.miller@do.treas.gov) for publication.*



to



## Procurement EC Update

By Richard Miller

*Electronic Posting System* – General Services Administration's Federal Supply Schedule office has taken over management and is pumping substantial money and time into upgrading and readying it for debut as the Single Point of Entry by Federal Register decree within a couple months. CBDNet will then phase out. If you have ideas for its improvement, let me know! The Secure Vendor Upload feature for permitting contract specialists to receive vendor proposals electronically should be available to civilian agencies by late summer according to the developers in the U S Air Force. Meanwhile, we will secure digital certificates for all contract specialists to provide required security, digital signatures, and encryption capabilities.

*Central Contractor Registration (CCR) System* – This is DoD's system for vendor registration, identification, and Electronic Funds Transfer data. We're adopting it on a franchise basis. System demonstration, presentation, and education is underway among the procurement and finance community.

Pilot testing is underway by volunteers among both disciplines throughout the bureaus. If YOU would like to explore it, just email me and I'll provide you with the account set-up info. Examine the site first if you wish at [www.ccr2000.com](http://www.ccr2000.com). It's useful, easy and there's no obligation. You'll be able to access all the vendor data on the 165,000 active vendors in the system.

*Treasury Procurement Portal (TP<sup>2</sup> or ProcPort)* – An initial portion of the portal has been developed. It will be on the Treasury Intranet, available to all contract specialists within the Treasury firewall. See the above "EC Tips" article for more details. It will be a site to provide "one stop shopping" at online buying sites and resources for contract specialists and purchase cardholders throughout the department. The strategy will be to provide hyperlinks to the respective resources, rather than create new resources. The EC Team will design the site according to design feedback from bureaus as to

what would be most helpful! Please, if you have Internet sites that you find useful in your work, email them to me to put on *ProcPort*. ([richard.miller@do.treas.gov](mailto:richard.miller@do.treas.gov))



## Rewarding Contractor Performance

By Ronne Rogin

In the last issue of "Near and FAR," I described the process of using performance-based service contracts (PBSC), including some background and a few tips. I'd like to provide you with some feedback on PBSC's, and describe another incentive contracting method, award term contracting. (For more information on PBSC's, see the link on the OP web site. TAI is offering a revised course in June. At this time it is full, but there is a chance we can schedule another class this fiscal year.)

PBSC's are being used throughout the Government for various types of services, ranging from elevator maintenance to seat management. Until recently, it's been the proverbial "too soon to tell" if the whole idea behind these contracts (i.e., use of positive and/or negative incentives, monetary or otherwise, to encourage the contractors to excel) was working. NASA, one of the agencies most engaged in using PBSC's, recently spent six months collecting feedback from all their contracting offices on how well the contract mechanisms were working. One of the reasons I was interested in this was to see if any deductions taken for failure to meet mandatory performance levels had been contested, successfully or otherwise.

NASA's PBSC survey yielded the following lessons learned:

1. To date, all deductions taken for failure to meet stated performance standards have been accepted by the contractors. This is not to say they were not contentious, but the Government had irrefutable documentation of the

contractor's performance. Please take note of this—if you elect to use performance-based contracting, with established standards and measurement tools, the COTR absolutely must keep his part of the bargain and do the evaluations called for in the contract. Failure to adequately document what has/has not occurred gives the Government little recourse. In fact, it could be viewed as constructive acceptance of substandard performance.

In other instances, the contractors were self-reporting their monthly performance statistics. The Government spot-checked these reports. No contractors involved in these reporting mechanisms even questioned the deductions taken.

2. The contractors almost universally expressed the desire to have something other than negative incentives applied to their performance. When all the money they can make is the contract price (i.e., there are only deductions from 100% payment), and there's no reason to excel, they become unmotivated. NASA is now moving towards award term contracting, which will be discussed below. This is similar to the non-monetary incentives I mentioned last quarter, such as a guaranteed positive annual performance evaluation or an automatic extension of the existing contract.

### ***Award Term Contracting***

An article on NASA's web page (<http://www.hq.nasa.gov/office/procurement/atc.html>) defines award term contracting as analogous to award fee contracting—but instead of money, the contractor's performance can earn him an extension to the contract in return for outstanding performance. Contractors like this approach because it gives them the opportunity to continue their business relationship with an agency if things are going exceptionally well, and to amortize costs over a longer period of time. NASA is piloting this concept at a number of centers.

NASA's pilot projects include positive and negative incentives. When used, the contract term is set at 5 years for example (but could be as long as 10 if there are no statutory restrictions), and the contractor is told that in no event will the contract be less than 3-1/2 years. That gives the contractor time to rectify his performance if he doesn't get off to a good start; for each annual performance rating of excellent, the contractor earns 9 additional months of performance. Nine months could be lost if the contractor's score falls below the "good" or "successful" range.

Utilization of an award term contract requires development of an "[award term plan](#)" that spells out how the contractor's performance is to be monitored, evaluated, and scored. Careful records must be kept in the most objective way possible – this does impose a burden on the program office, as does all performance-based contracting, but it certainly is a good investment to make to ensure the best possible outcome. Another concern might be that if a minimum contract period is "guaranteed," then there is a relatively long time to wait before the incentive (positive or negative) is implemented. Part of our challenge in using this type of incentive contracting could be to develop an award term plan that keeps the contractor on his toes from contract inception. One possible strategy is to include, as part of the draft solicitation or negotiation process, a discussion about what types of incentives would be most meaningful to the contractor. Further, if a bureau wanted to pilot an award term contract, the best instance would be in a single award situation, perhaps as an ID-IQ type of contract for commercial items and/or services.

Questions? Need sample solicitation language? Download the "[sample solicitation document](#)," or call Ronne Rogin, 202/622-0378.

### **FAR Committee Appointments**

*By Angelie Jackson*

The Department has increased its participation on the FAR Committees. The various committees provide advisory support to the Civilian Agency Acquisition Council (CAAC) and the Defense

Acquisition Regulations Council (DARC). The CAAC and the DARC are the two councils authorized to revise the FAR. The CAAC and the DARC coordinate all of the FAR amendments that federal acquisition professional use on a daily basis.

Treasury's Senior Procurement Executive, Corey Rindner, solicited the bureau chief procurement officers to submit candidates to serve on committees of interest. The response was great. Mr. Rindner nominated seven individuals for membership. Treasury now has increased representation in the development of the very regulations that affect our acquisition lives.

Of the twenty or so committees, Treasury is represented on seven. The following individuals were nominated and appointed to serve on a particular committee because of her/his knowledge and experience in the subject matter.

Kevin Whitfield, Treasury Office of Procurement – Contract Services/A-76 Committee

Wendi Smith, BEP – Small Business Committee

Judith Willis, IRS – Government Property/Plant Clearance Committee

Tina McGuire, BEP, Commercial

Products/Practices Committee

William Abbott, IRS – Simplified Acquisitions Committee

Elaine Overgaard, IRS – Quality Assurance Committee

Joe Gregory, IRS – Cost Principles Committee

**Congratulations to all of our committee members.**

## Card Services

*By Martha Lanigan*

Citibank employees have been visiting bureaus to demonstrate CitiMart, their electronic mall. This product was developed for the Navy and is being made available at no charge to other agencies using Citibank. It includes all of the JWOD products and an automated purchase card log. Agency contracts can be loaded onto the system so orders can be placed against them electronically. Treasury purchase cardholders may access CitiMart through the CitiDirect, Citibank's electronic access system.

We are currently working on an initiative to increase use of purchase cards in procurement offices as a payment method for transactions over \$2,500. This is to increase the rebate and take advantage of negotiated cost savings that may be realized by the merchant receiving payment within 48 hours rather than 30 days. Used in procurement offices for higher dollar purchases, purchase cards would be strictly a payment vehicle. Cards used up to the \$2,500 limit should still be primarily in the hands of end users and outside of procurement.

The annual GSA Smart Pay Conference is scheduled for August 29 through 31 at the Sheraton Chicago Hotel and Towers, Chicago, IL. This is a wonderful training and networking opportunity for agency/organization program coordinators (A/OPC), and we urge as many A/OPC's as possible to attend.

## Too Much Praise???

*by Allen Marcus*

Government personnel must be circumspect when being interviewed for contractor publicity purposes. A recent occurrence concerning a major contract





came to light when a Customs contract attorney, while “surfing the net”, noted that one of Customs largest contractors had an article of interest on its web page. The article contained accolades from Customs employees regarding a major item that was being produced under the contract.

On the surface, this seemed benign and the praise may be well deserved. However, the contract, as do many Treasury contracts, contains a clause that requires the contractor obtain permission from the contracting officer before issuing a press release concerning its work under the contract. In failing to do so, the contractor is technically in breach.

Another ramification is that praise by Government project personnel and users could be construed or depicted by others as favoritism. Satisfaction with a product should be expressed and documented, particularly for past performance purposes and future reference. However, when it is used in vendor advertising or publicity, it may place the Government in an awkward and compromising position at a later date. Our regulations require that we treat offerors fairly. If during the course of a competitive acquisition, earlier statements by agency personnel regarding a particular contractor’s work or product are misconstrued or misrepresented, the agency may find itself in a position of having to explain the circumstances.

News releases and publicity statements should be made only after the contracting officer gives approval. The contracting officer usually coordinates with the agency public affairs office. Such situations can become complicated and drawn-out - but these restrictions are for the benefit of all concerned. The reviews that take place prior to statements being approved are meant to minimize apparent conflicts of interest and maintain objectivity. Keeping an “arms length” in fact strengthens the overall Government-industry relationship.

## INNOVATIONS IN CONTRACTING

### Mint Procurement is a Finalist

The Mint’s Office of Procurement is a finalist in the “Business Solutions in the Public Interest” award program. The award is administered by *Government Executive* magazine and the Council for Excellence in Government, in partnership with OFPP, and celebrates acquisition teams who have used acquisition effectively to help achieve agency missions.

A congratulatory letter said that the Mint’s program, **A Lesson in Change: Procurement Reinvention at the U.S. Mint**, was selected from a highly competitive field of 120 applicants by acquisition professionals who judged it to be an outstanding example of innovation in acquisition.

The Mint entry emphasized the importance of approaching colleagues, customers, and vendors as partners who benefit from best practices and of empowering procurement staff to adopt those best practices.

Each finalist team made a presentation before the selection panel on May 10<sup>th</sup>, 2000. Award winners will be announced in mid-September.

More information about this award and the other finalists can be found on *Government Executive*’s website. Check it out at

<http://www.govexec.com/procure/award>

### Mint Changes Featured in Publication

“Take a lesson in change from the people who make change for a living. Philip N. Diehl and his colleagues at the U.S. Mint have

transformed a clumsy bureaucracy into a fast-moving enterprise with great customer service and a cutting-edge presence on the Web. Here's How."

The above quotation is from a feature article appearing in the *FastCompany Magazine* (Dec '99). If you have not heard of or read this magazine, it is one of the premier business magazines of today. It features companies that offer fast-paced environments with cultures that encourage and support risk-taking. It is also a great reference for ideas and insights on workplace practices.

Magazine writers interviewed Mint employees including the BCPO, Coleen Vogel, for several days. The resulting article offers insights on just how far the Mint has come. One of the biggest transforming changes noted came in 1995 when the Mint persuaded Congress to remove it from annual government appropriations and instead finance operations with Mint profits. With that came more flexibility to compete in the marketplace. Mint gained the freedom to operate like a real business. In fact the Mint received one of the broadest exemptions from standard procurement rules of any federal agency.

The *FastCompany* article goes on to say, "That one legislative change made Coleen Vogel's life much easier." Coleen explains that Mint retained from the FAR only those things that made business sense, reducing it to a 5-page policy that has served the Mint well in guiding its overall procurement operation. The Mint procurement team has reduced lead times significantly. Streamlined, commercial-style selection processes enable employees to make good business cases and quickly choose best-value solutions.

The *FastCompany* article highlights two major procurements that were extraordinarily successful: a multi-million-dollar Enterprise Resource Planning system – the first in a public-sector organization and the construction of a new headquarters in downtown Washington.

To view the full article, visit *FastCompany* on the web at:

<http://www.fastcompany.com/online/30/slowgov.html>, and

<http://www.fastcompany.com/online/30/fortknox.html>

## **Non-Toxic Ammunition Now Available On FLETC Contract**

*By Pat Newman*

Seven new multiple-award contracts were signed at the Federal Law Enforcement Training Center (FLETC) on April 10, 2000, for delivery of non-toxic ammo (NTA) to Government agencies. The three-year contracts were awarded to the following companies, with a total overall capacity in excess of \$43,000,000:

Blount, Inc., Lewiston, ID  
Delta Frangible Ammunition LLC, Stafford VA  
Federal Cartridge Company, Anoka, MN  
Longbow, Inc., Martha, OK  
Remington Arms Company, Inc., Madison, NC  
Simunition, Quebec, Canada  
Olin Corp/Winchester Division, East Alton, IL

Over 400 million units of small-caliber ammunition are produced each year in the US, creating hazardous contamination for the firearms user and the environment. The FLETC fires approximately 1 million rounds per month during training courses and began a transition from toxic ammo to NTA several years ago. No contract existed for the FLETC's Firearms Division (FAD) to readily purchase NTA to meet training needs; hence, in 1998, a committee was formed to initiate a contract vehicle which would supply as many calibers of NTA as possible, considering that not all calibers had ever been manufactured. The committee was comprised of Brad Smith, John Hillegass, Charles Nester, and Paul Spoonamore of the FAD, Pat Newman of Procurement, Bill Colsen of Environmental Programs, and Dave Brunjes of Legal Counsel.

Initially, a Sources Sought Synopsis was issued to

gather Government and commercial entities for development of specifications. The Naval Surface Warfare Center, Crane, IN (NSWC/Crane), was chosen to provide expert advice in formulating the specifications and testing criteria. Charles Buxton of NSWC/Crane drafted two specifications (one for frangible rounds and one for training 'non-frangible' rounds) and provided technical and procurement support for 18 months under a memorandum of understanding with his commander. Buxton is also prominent in DoD's 'GREEN BULLET' initiative at Picatinny Arsenal, which seeks to establish specs and test criteria for this ammunition for all of the Defense Departments. Later, another synopsis was published to gather all interested sources of NTA, study their capabilities, and decide the most appropriate contract vehicle. In June, 1999, an RFP was issued to all interested sources worldwide for these indefinite-delivery/indefinite-quantity contracts.

The specifications themselves are as unique as the NTA. For example, all testing data to assure compliance with the FLETC's specifications must be furnished by the manufacturers, with the exception of environmental air qualifications which fall under OSHA's toxic air measurement limitations. Should a lot of ammunition be rejected by the FLETC for failure to comply with the contract requirements, the manufacturer would have the choice of accepting the rejection or performing testing at an independent entity in an attempt to document product specification compliance. Crane has stated such testing is available to the FLETC at a minimum cost of \$9,800 per round, the cost of which will be borne exclusively by the manufacturer involved should specification compliance be challenged.

- The following 'frangible' rounds of NTA are available on these contracts:  
.38, .357, .357 SIG, .45, 40, 9MM, 10MM, 12 GA #00, 12 GA #4, 12 GA #8, 12 GA Slug
- The following training (non-frangible) rounds of NTA are also available on the contracts:  
.38, .357, .357 SIG, .40, 9MM, .223

For more information on "green ammo" contact

Pat Newman at FLETC, (912) 267-3171.

## TRAINING AND CAREER DEVELOPMENT

### Software Training Classes A Hit

*By Mary Lou Alderman*

Treasury Acquisition Institute (TAI) recently sponsored a series of MS Office "lunch and learn" sessions in response to customer requests. The series consisted of 5 2-hour courses in Microsoft Word, Excel, Access, PowerPoint and Project. The sessions were geared to be informal and "just in time" to meet the users' needs. Each session was well attended. According to Sylvia Ball, TAI Assistant Program Manager, if there is enough interest, it may be possible to offer these courses again. Call Sylvia at 202 283-1675 or e-mail her at [sylvia.ball@irs.gov](mailto:sylvia.ball@irs.gov) if you would like to see these classes offered again.

### COURSE DISCOUNTS

*by Terri T. Toplisek*

The IRS has negotiated a Treasury-wide Contract No. **TIRNO-99-D-0010** with ESI International that provides substantial savings for either individual public classes or group on-site classes. The course categories include: Contract Management Program Courses (core and specialized); Government Contracts Program (GWU Law School); Commercial Contract Management Courses; Project Management Courses (core and elective); Information Technology Project Management Courses; and Negotiation and New Business Development Courses. Please contact Dan Mitchell at [dan.m.mitchell@irs.gov](mailto:dan.m.mitchell@irs.gov) or (304) 264-5508 for information on specific course offerings, prices, and ordering information. This is a great opportunity to maximize your training budgets!



## Treasury Procurement Intern Program

*By Mary Lou Alderman*

It has been a busy and exciting Spring for the Treasury Procurement Intern Program. Our two vacancy announcements published in January yielded over 100 applications. The huge task of reading and evaluating that mountain of documents was accomplished with the help of Deidre Eischens, Terri Toplisik, Bob Petrosky, Harry Shank, and Kevin Whitfield. That steadfast group read and scored all of the packages in a very short period of time and recommended 32 applicants for further consideration. Of the 32, twenty four individuals actually met with the first round interview panels. Panel members, Janice Hill, Judy Willis, Steve Reggett, Wes McKee, Annelie Kuhn and Mary Lou Alderman spent three days meeting with a bumper crop of outstanding candidates. From that exercise, the "sweet sixteen" were selected to meet with the BCPO panel of experts, Jeff Rosenfeld, Madelene Weinberger, Allen Marcus, Linda Barrett, Wendy Hill, and Wes McKee. Another two days went into that process, and finally we were down to just 10. As of this writing, the list of tentative selectees has just been forwarded to Personnel.

The Treasury Procurement Intern class of 2002 will be unusual in its size. The Office of Procurement is partnering with the Secret Service Procurement Division to fill ten intern slots. All of the personnel hired into the program will be assigned to OP for initial training and rotational assignments. Secret Service will pay the actual salary and training costs for as many as 5 of the interns, but OP will manage all the interns as part of the Treasury program. That means that as many as 10 interns will be available to all of Treasury for the initial rotational training assignments. The bureau response to the OP request for host organizations for rotational assignments has been outstanding. Training at TAI and rotations will begin as soon as we get our Intern selections complete and the new employees in the door.

## Treasury Acquisition Career Fulfillment Program

*By Mary Lou Alderman*

The Treasury Fulfillment Review Board has approved well over 95% of the 393 fulfillment applications received. BUT that number only represents a submission rate of about 83% of the Treasury 1102 population graded at 12 and above. If you are among the approximately 75 employees who have not applied and you can claim all of the required competencies either by experience, training or education, please get your fulfillment request to your bureau point of contact soon. July 31, 2000 is the last date for submission of packages. After that date, all employees will need to complete the 1102 training requirements by attending the classes.

## PEOPLE IN THE NEWS

Lorraine Wilson, a Bureau of Engraving and Printing Purchasing Agent in the Materials and IT Contracts Division, recently received a beautifully engraved plaque from the Department of Justice in appreciation for her dedicated customer service. Ms. Wilson has become the BEP resident expert on furniture purchases as a result of her diligent work with her customers and the Department of Justice's Federal Prison Industries, also referred to as UNICOR.



## OFPP Detail

*By Wendy Hill*

I recently completed a 60-day detail at the Office of

Federal Procurement Policy (OFPP) as part of their Acquisition Exchange Program. This program allows participants from civilian and DoD agencies to work on select OFPP projects.

During my stint at OFPP, I worked in the Procurement Law and Legislation Branch. My project was to conduct an independent analysis on whether FAR Part 19 – Small Business Programs, should be rewritten and provide a written recommendation to Deidre Lee, OFPP Administrator. As part of this analysis, I conducted interviews with members of the Civilian Agency Acquisition Council (CAAC), Defense Acquisition Regulation (DAR) Council, as well as individuals from the procurement and small business communities.

The detail provided me with a wonderful opportunity to see how procurement laws and regulations are put into place. In addition to the learning experience, there were also great perks like shadowing Deidre Lee for a day and dining at the White House Mess.

I would highly recommend a detail for anyone interested in broadening his or her work experience. These assignments provide an excellent way for detailees to see how other Federal agencies operate and to possibly implement some new ideas at their own agencies.

## **Bureau of Engraving and Printing Rotation Experience**

*by Kevin Whitfield*

I recently served an on-site detail to the Bureau of Engraving and Printing's (BEP) Office of Procurement. My major purpose was to become more familiar with how commercial item acquisitions are conducted at BEP, as a basis for developing guidance on commercial items acquisitions for Treasury. We received feedback from procurement representatives and from recent reviews that commercial item acquisitions were not being conducted consistently throughout Treasury or fully applied.

My visit allowed me to develop a fuller understanding of how commercial item acquisitions are developed and conducted, as well as inhibiting factors. This was gained through discussions with senior managers, contracting officers and procurement specialists at BEP, in addition to reviews of solicitations and contracts. I also received information from procurement representatives at other Treasury bureaus on how commercial item acquisitions are conducted at their offices. In addition, I obtained information about other agencies' approaches to commercial item acquisitions, as well as reports and articles on lessons learned and ongoing challenges. The result of this review is a memorandum that OP will issue, to contain guidance to clarify some of the major uncertainties related to commercial item acquisitions. The areas covered in the upcoming guidance include commercial services; commercial off the shelf items, allowable tailored provisions and sample provisions used by commercial companies. We will continue to monitor the use of commercial item acquisitions throughout Treasury and do what we can to overcome any problems that impede their effectiveness.

While at BEP, I also followed up on inquiries related to acquisition training, past performance monitoring, and Department of Treasury Acquisition Regulation guidance.

I enjoyed interacting with my BEP colleagues in person rather than by e-mail or through phone calls, in helping out with solicitation reviews and in providing general information. I would like to extend my appreciation to Teresa Brooks and her staff for their graciousness and for allowing my visit to be so enjoyable and worthwhile. In the future, you may see more of my office colleagues serving on similar details, as we intend to use such experiences to enhance the assistance and guidance that we can provide to you. I'm sure that such rotations will greatly benefit my colleagues and you and the conduct of procurement, in general, throughout Treasury.

## **Trail Boss News**

IRS employee, Tim LeMoy, received the Trail Boss Special Achievement Award for his outstanding Y2K efforts and he has been named to be the Deputy Chairperson for the Trail Boss Interagency Management Council.

### **Arthur S. Flemming Award**

U.S. Mint Procurement Director, Coleen Vogel, has been selected as a winner of this year's Arthur S. Flemming Award. This prestigious award honors exemplary Federal employees who have made significant contributions to the Federal government.

### **Treasury Employees Among FCW's Federal 100**

*Federal Computer Week* has honored three Treasury employees, Jim Williams and Ed Golden of IRS, and Coleen Vogel, U.S. Mint, as part of this year's "Federal 100".

Jim Williams is the IRS Director of Procurement and Ed Golden is Chief of the Systems Modernization Branch, Office of Tax Systems.

Jim's award is the result of his contributions that led to the successful award of the PRIME contract. He was also recognized for his involvement with the Office of the United States Trade Representative in negotiations with the government of Japan regarding information technology contracting, and for the assistance he has provided to other agencies on information systems acquisition issues.

Ed is being honored for his innovative efforts on the PRIME contract, serving as the Contracting Officer from the inception of the program. Ed brought innovative and creative concepts to the acquisition process for the PRIME which led to the successful award of the resultant multi-billion dollar contract.

Ms. Vogel and Mint Procurement are honored for the competitively awarded 5-year, \$30 million

contract that permits Mint end-users to order information technology equipment through an electronic catalog website. Mint Procurement followed that up with a similar contract for office supplies. These contracts have reduced demands on procurement personnel for processing purchase orders, while allowing them more time to spend on strategic sourcing activities. Customer satisfaction has increased as has the ability to leverage the Mint's buying power.

The 2000 Federal 100 awards recognize leaders in industry and all levels of government who have made a substantial difference in federal information technology during the 1999 calendar year. The winners are nominated by "Federal Computer Week" magazine readers and are selected by an independent panel of judges for their contributions to the development, acquisition or management of federal information technology. Awards will be presented on June 21, 2000.

Other recipients of this year's award include Governor James Gilmore of Virginia, Congresswoman Connie Morella of Maryland, John Nyland of IBM and Attorney General Janet Reno.

### **Treasury Procurement Has Its Own LEGIS Fellow**

*By Geoff Gauger*

#### **A Fellow's Life for Me**

The Bookings Institution's LEGIS Fellowship Program offers Executive Branch Government employees an opportunity to learn on how Congress functions as well as a full time work assignment on Capitol Hill. For the past five months I have been participating in this program and been involved in the activities that the Legislative Branch engages in. This experience is proving to be an excellent way of rounding out my career in Government procurement by providing hands-on experience in formulating legislation and participating in the creation of national policies that will shape our country's future.

I now know why politicians appear knowledgeable about countless subjects and seem to have a good understanding of multiple complex issues. Working for Senator Max Cleland (D. GA) has transformed me into one of his ghostwriters. About 80 percent of my time is spent writing speeches, statements and letters for him and researching issues, uncovering facts and distilling truth from fiction. It is a very exhilarating experience to see words that I have written become part of the Congressional Record, appear in newspapers, spoken on television and quoted by others. It makes one realize just how important good research and communication skills are.

It is easy to see why colleges and universities offer degree programs in political science. The politics used to enact our laws is truly a science. About 10 percent of my time is spent gaining an understanding of the enigmatic rules and procedures used in the process of making U.S. law. I have become better educated on the process by attending training sessions that are offered here, developing legislation and following legislation through the process.

There is one part of the Fellow's experience that is very fulfilling. About 10 percent of my time is spent attending briefings on issues of national importance. Many of these briefings are an opportunity to fill up not only on information but also food and beverages that are offered to encourage attendance. Industry experts, government leaders and others conduct these briefings to educate Hill Staff on a particular issue. In addition to explaining an issue, these sessions also aid in formulating Senators' voting positions and with developing future legislation.

The Fellows experience is also giving me an opportunity to work with some terrific people. Except for the procurement professionals at the Financial Management Service and the Office of Procurement, I have never worked with a more dedicated, professional group of individuals than the people on the Senator's staff. It has been both a privilege and an honor to work with them and to have this memorable experience.

## NEW CPCM

*Hearty congratulations to Sharon Archer of FMS who just became an NCMA Certified Professional Contracts Manager!*

## Gregory Williams Joins ATF Staff

Gregory Q. Williams is a new addition to the acquisition staff at Bureau of Alcohol, Tobacco, and Firearms. He is the Chief, Contracts and Simplified Acquisitions Branch. Greg has a broad background covering over 22 years in Government acquisition with 14 years experience representing the Government and 8 years in the private sector as a senior level contracts manager. His Government acquisition experience includes assignments as a Contract Specialist at the Naval Air Systems Command, Branch Chief at the Ft. Belvoir R&D Center, Chief of the Contract Administration Branch at the Resolution Trust Corporation, Procurement Analyst at Department of the Interior, and Procurement Analyst at Immigration and Naturalization Service.

Greg is currently an adjunct professor at the University of the District of Columbia.

Greg is a long time member of the National Contract Management Association. He has three NCMA certifications, Certified Professional Contracts Manager, Certified Associate Contracts Manager, and Simplified Acquisition Specialist. He has a B A from Georgetown University and a MBA from University of the District of Columbia.

## Recent Personnel Changes:

### Customs:

Retirements: Ted Kasna and Loella Lutz

Departures: Mary Miron, Cheri Tyner,  
Monica Tremoney, and John Forester

**Procurement Services Division:**

Departure: Shauntee Daniels

**VACANCY ANNOUNCEMENTS:**

For current Treasury vacancy announcements, visit

<http://www.usajobs.opm.gov>